

# APPROVED Church Council Minutes

May 19, 2020

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Present: Pastor Sal, Peter Mueller, Gemina Petruzelli, Beverly Hawkes, Mary Fechtig, David Geen, Sue Fleming (via Zoom).

Absent: Marty Coffin

1. *Opening Prayer* – Pastor Sal opened with prayer at 6 pm.
2. *Welcome* – Pete
3. *April 2020 Minutes* – Bev distributed prior to meeting with no corrections or additions.  
**Motion:** from Sue to approve. David second. Motion approved.  
**Action:** Julie Ridl will post in the E-pistle.
4. *Pastor’s Report* – Pastor Sal distributed prior to meeting. SEE ATTACHED.  
Report Highlights:
  - Gratitude for all the good things happening as the new church logo (which depicts the church walls expanding) is literally playing out in real time. Viewership of our YouTube and Facebook videos continues to grow with positive comments coming in from all over the world.
  - Douglas UCC family continues to stay connected via weekly Zoom “Coffee Hour” as well as church groups and committees meeting virtually.
  - Thank you to all who participated in the “live” benefit concert on May 15<sup>th</sup> that raised over \$1000 for Christian Neighbors Food Pantry.
  - On June 6<sup>th</sup> we are taking part in the virtual Douglas Community Pride event that will feature a video created and narrated by Pastor Sal. This presentation will highlight Douglas UCC’s 30 years of being an “Open and Affirming” church.In Addition:
  - Pastor Sal shared a letter from UCC’s Leadership which sent a strong message with regard to resuming church services: “We urge you to wait until all safety concerns have been addressed” and “Please make every decision based on how it will affect the most vulnerable among you.” The letter also reminds us that even if services are not held for a while longer we are continuing to spread the message throughout the world.
  - Question from committee moderators: Is there an approval process for program presentations, speakers, movies etc?  
**Action:** Approval protocols will be discussed at Congregational Meeting in June.
5. *Financial Report* – Gemina- SEE ATTACHED narrative report. Income has been favorable to budget.
6. *Trustee Report* – Marty via Pete.
  - Friendship Hall roof leak repaired. Ceiling stain from leak will be painted soon.
  - AED pads in Friendship Hall will be replaced as needed.
  - Church grounds spring cleaning completed by Tino. Bill submission pending.
  - Pastor Sal noted church flags were torn and therefore removed. New ones

ordered. Will ask Marty to install when arrive.

- David noted he will check Retreat House electric box for possible damage from snow plow and notify Marty if repair/replacement necessary.

7. *Committee/Group Updates* – Pete/Sue

Grant Proposal Committee:

- Thank you from Sylvia's Place for February 2020 \$3500 grant.
- Forever Curious Children's Museum \$1000 grant request was vetted by Grant Proposal Committee. Approved by Council and being held until new fiscal year July 1, 2020.

8. *Ongoing Business* – Pete

- a) Constitution final vote: DUCC Constitution approved by Congregational vote at January 2020 Mid-Year Congregational Meeting.

**Motion:** from Bev to approve DUCC Constitution. Gemina second. Motion approved.

Note: DUCC Policy updates will be reviewed by Pete and Bev and emailed to council for review and approval. Organizational chart update deferred.

- b) Updated DUCC brochure: Picture replacement that shows the diversity of the congregation will require a photo after congregation can meet again.
- c) Local Observer/Other ads:
- Hold placed on Commercial Record ad will be lifted and include DUCC virtual services access information.
  - Pastor Sal has been paying for Facebook ads about DUCC virtual services.
  - Other avenues for promotional advertising: Mary will explore digital platforms.
  - Future consideration: Should we consider sharing services online in real time when in-house services return?
- d) Capital Campaign/Planned Giving: Capital Campaign currently on hold. FOC asking if Planned Giving should continue. Decision to keep both on hold until further notice.
- e) Administrative Assistant Position Status: Noted that DUCC is currently financially stable.
- Discussion of extending position after June 30, 2020.
    - ❖ DUCC is the only UCC church in the 26 member Grand West Association without the permanent position of an administrative assistant.
    - ❖ Julie continues to provide the needed digital space skills as well as other tasks. Congregational feedback has been positive.
    - ❖ Pastor Sal is in favor of annualizing the position.
    - ❖ Question: Is Julie working more than a 20 hour work week to complete tasks?  
**Action:** Pastor Sal will continue to provide oversight and meet with Julie to discuss continuation of the position, hours necessary to complete tasks etc. Council will continue to access.

9. *New Business*

- a) Annual Congregation Meeting date changed to June 28, 2020 at 11:30 am.

**Action:** Bev will have June 2019 Congregational Meeting Minutes posted in the E-pistle 2 weeks prior. Council will finalize meeting preparation at June council meeting.

b) “New Giving” Thank You Notes:

**Action:** Gemina offered to send notes thanking those non-DUCC affiliated donors for sending checks.

Note: Regarding giving: Julie is still working on Facebook donor button verification.

**Action:** Mary will connect Julie with Nuri at Meraki to assist.

c) Website Administration, Access issues, Google Suite and Drive:

o Noted that Meraki/Nuri are not being compensated for the services rendered to DUCC. Mary declined compensation and continues to offer the company services as a gift from her and Elizabeth Estes.

o Discussion of G-Drive as platform for cloud storage of church documents:

❖ Provides for a single place to store and share files.

❖ Committees will each have their own folder.

❖ Users have the ability to collaborate on documents together.

❖ Archival aspect is available for older documents.

❖ File protocols can be established that include restrictions that allow only for authorized user access, who can edit files etc.

❖ Note: Google Suite can create individual DUCC gmail addresses for council members. All present declined and deemed not necessary.

**Action:** Mary will work with Julie and Nuri to develop church document storage options. Pastor Sal will notify committee moderators to contact Julie/Nuri regarding Google Drive usage.

d) Use of DUCC name:

o Facebook online forum was promoted by a DUCC committee using the DUCC name without prior approval.

**Action:** Pastor Sal will address the issue with the committee moderator.

o Committee moderators are asking about individual Facebook accounts to promote their future lectures/programs etc.

**Action:** Mary will provide non-Facebook platform communication tools to moderators.

e) 2020 Council Terms:

o Mary’s 4 year term as Financial Secretary expires June 30, 2020. At the committee’s request, Mary has agreed to continue to serve on council beyond the 4 years as allowed in the Constitution due to her expertise.

o Sue’s 2 year At-Large position expires June 30, 2020. Sue declined the committee’s request to stay on another 2 years.

f) Church ZOOM Account: DUCC’s Zoom meetings access have been via Julie Ridl’s account. Decision: DUCC will purchase its own account.

**Action:** Gemina will purchase a DUCC Zoom account with DUCC’s credit card.

Note: If 2 Zoom meetings are being held simultaneously, Google-meet can be utilized at the church’s G-suite platform.

10. *Next Meeting Dates*

- Church Council June 16 at 6 pm via Zoom.
- Annual Congregational Meeting June 28 at 11:30 am via Zoom.

11. *Adjournment* – 7:45 pm

**Motion:** from David. Mary second. Motion approved.